

Civilian Personnel Management Service

**FAS** Field Advisory Services  
Benefits & Entitlements Team

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## Retirement Systems & Benefits Programs for DoD Human Resources Specialists

*Designed to help new staff members and those who are making the transition from specialists to generalists gain an understanding of:*

- CSRS and FERS
- Retirement Coverage and SCDs
- The retirement counseling process

### *Topics*

Reference Materials  
Creditable Service  
Deposits & Redeposits  
Service Computation Dates  
Retirement Coverage Determination  
Retirement Coverage Audits & Corrective Actions  
Survivor Elections  
Annuity Computations  
Federal Employees Health Benefits (FEHB)  
Federal Employees Group Life Insurance (FEGLI)  
Thrift Savings Plan (TSP)  
Counseling Prospective Retirees  
Complete Annuity Process

❖ *Class size limited to 30 people*

## Retirement Systems & Benefits Programs



### **OBJECTIVE**

Human resources specialists will have an increased understanding of the Federal retirement systems, insurance programs and procedures

### **COURSE FACILITATORS**

Facilitators are experienced benefits & entitlements advisors who have extensive backgrounds in retirement counseling and will provide the program on-site

### **WE PROVIDE**

- Topical briefings
- Case study reviews & exercises
- Desk reference guide
- Informational handouts
- Follow-up contacts

**COST** - Travel, per diem, and rental car expenses for two B&E Advisors.

**COURSE LENGTH** - 4 days

**FOR MORE INFORMATION -  
Contact Benefits & Entitlements**

[benefits@cpms.osd.mil](mailto:benefits@cpms.osd.mil)

*Subject: Training Request*

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CPMS - FAS - B&E

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